



**Update \_2\_0\_140**

## **Clinical Reminders**

# **VA-Program of General Caregiver Support Services Install Guide**

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Product Development  
Office of Information Technology  
Department of Veterans Affairs

## **Table of Contents**

<b>INTRODUCTION .....</b>	<b>1</b>
<b>PRE-INSTALL.....</b>	<b>2</b>
<b>INSTALL DETAILS .....</b>	<b>3</b>
<b>INSTALL EXAMPLE.....</b>	<b>3</b>
<b>POST INSTALLATION .....</b>	<b>6</b>

# Introduction

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## DESCRIPTION:

The Program of General Caregiver Support Services (PGCSS) provides services to caregivers of eligible Veterans of any era. Services includes training, education, respite care, a telephone support line, self-care courses and other services. These services are available to support caregivers of Veterans enrolled in VA for health care, who require a caregiver for assistance.

For purposes of the PGCSS, the eligibility criteria includes a Veteran who is enrolled in the VA health care system and needs personal care services because the Veteran is either unable to perform one or more activities of daily living or needs supervision or protection based on symptoms or residuals of neurological or other impairment or injury. No formal application or VA clinical treatment team evaluation is required to obtain benefits as a General Caregiver.

**DISCLAIMER:** A caregiver who applies for or participates in the PGCSS is not an indication that the named caregiver is the legal next-of-kin or decision maker.

UPDATE\_2\_0\_140 contains 1 Reminder Exchange entry:

## **UPDATE\_2\_0\_140 PROGRAM OF GENERAL CAREGIVER SUPPORT SERVICES**

**The exchange file contains the following components:**

### **TIU TEMPLATE FIELD**

VA-WORD  
OTHER NON-VA  
OTHER TEXT  
VA-DATE DEFAULT TODAY  
VA-PGCSS WP 4 LINES R  
VA-PGCSS WP 2 LINES R  
VA-PGCSS BLANK ROW

### **HEALTH FACTORS**

VA-REMINDER UPDATES  
VA-UPDATE\_2\_0\_140  
PROGRAM OF GENERAL CG SUPPORT SERVICES  
PGCSS CONTACT IN HOME  
PGCSS CONTACT FACILITY  
PGCSS CONTACT VIDEO  
PGCSS CONTACT TELEPHONE  
PGCSS RECEIVING CARE FROM OTHER NO  
PGCSS RECEIVING CARE FROM OTHER YES  
PGCSS AGREE RECEIVE SERVICES NO  
PGCSS AGREE RECEIVE SERVICES YES  
PGCSS ASSIST SUPERVISION NO  
PGCSS ASSIST SUPERVISION YES

PGCSS ASSIST ADL PROSTHETICS  
PGCSS ASSIST ADL MOBILITY  
PGCSS ASSIST ADL TOILETING  
PGCSS ASSIST ADL GROOMING  
PGCSS ASSIST ADL DRESSING  
PGCSS ASSIST ADL BATHING  
PGCSS ASSIST ADL EATING  
PGCSS ASSIST ADL NO  
PGCSS LIVES WITH CG NO  
PGCSS LIVES WITH CG YES  
PGCSS CG NAME  
PGCSS CG EMAIL  
PGCSS CG ADDRESS  
PGCSS CG PHONE  
PGCSS CG RELATION OTHER  
PGCSS CG RELATION FRIEND/NEIGHBOR  
PGCSS CG RELATION SIG OTHER  
PGCSS CG RELATION SISTER  
PGCSS CG RELATION BROTHER  
PGCSS CG RELATION FATHER  
PGCSS CG RELATION MOTHER  
PGCSS CG RELATION DAUGHTER  
PGCSS CG RELATION SON  
PGCSS CG RELATION SPOUSE

## **REMINDER TERM**

VA-REMINDER UPDATE\_2\_0\_140

## **TIU DOCUMENT DEFINITION**

PATIENT DATE OF BIRTH  
PATIENT SSN  
PATIENT NAME

## **REMINDER DIALOG**

VA-PGCSS VETERAN INTAKE

## **Pre-Install**

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In VistaA, using the option reminder dialog manager, reminder dialogs and change your view to Element view. Locate and review the following reminder dialog elements used to document contact information for the Veteran when the visit is a tele video visit.

VAL-TH VVC TELEPHONE TRIAGE CONTACT PHONE OBJECT  
VAL-TH VVC TELEPHONE TRIAGE PATIENT LOCATION HOME

You will edit these elements post install and insert your local data objects into the dialog text.

## Install Details

This update is being distributed as a web host file. The address for the host file is:

**[https://vaww.va.gov/reminders/docs/UPDATE\\_2\\_0\\_140.PRD](https://vaww.va.gov/reminders/docs/UPDATE_2_0_140.PRD)**

The file will be installed using Reminder Exchange, programmer access is not required.

## Install Example

To Load the Web Host File. Navigate to Reminder exchange in Vista

```
+      + Next Screen  - Prev Screen  ?? More Actions  >>>
CFE  Create Exchange File Entry      LHF  Load Host File
CHF  Create Host File                LMM  Load MailMan Message
CMM  Create MailMan Message          LR   List Reminder Definitions
DFE  Delete Exchange File Entry      LWH  Load Web Host File
IFE  Install Exchange File Entry      RI   Reminder Definition Inquiry
IH   Installation History             RP   Repack
Select Action: Next Screen// LWH    Load Web Host File
Input the URL for the .prd file: https://vaww.va.gov/reminders/docs/UPDATE_2_0_140.PRD
```

At the **Select Action:** prompt, enter **LWH** for Load Web Host File

At the **Input the url for the .prd file:** prompt, type the following web address:

**[https://vaww.va.gov/reminders/docs/UPDATE\\_2\\_0\\_140.PRD](https://vaww.va.gov/reminders/docs/UPDATE_2_0_140.PRD)**

You should see a message at the top of your screen that the file loaded successfully

```
https://vaww.va.gov/reminders/docs/UPDATE_2_0_140.PRD successfully loaded.
```

Search and locate an entry titled **UPDATE\_2\_0\_140 PROGRAM OF GENERAL CAREGIVER SUPPORT SERVICES** in reminder exchange.

```
+Item  Entry                                     Source                                     Date Packed
177    UPDATE_2_0_140 PROGRAM OF                GRIFFITH@SALT LAKE CI                    07/24/2020@09:44
      GENERAL CAREGIVER SUPPORT
      SERVICES
178    UPDATE_2_0_141 VA-HEPATITIS C             GRIFFITH@SALT LAKE CI                    05/07/2020@10:25
      REMINDER UPDATES
179    UPDATE_2_0_142 VA-COPD CARE               FAHNER@SALT LAKE CI                      05/19/2020@06:19
      TEMPLATES
180    UPDATE_2_0_142 VA-COPD CARE               FAHNER@SALT LAKE CI                      06/30/2020@14:15
      TEMPLATES
181    UPDATE_2_0_142 VA-COPD CARE               FAHNER@SALT LAKE CI                      07/10/2020@13:00
+      + Next Screen  - Prev Screen  ?? More Actions  >>>
CFE  Create Exchange File Entry      LHF  Load Host File
CHF  Create Host File                LMM  Load MailMan Message
CMM  Create MailMan Message          LR   List Reminder Definitions
DFE  Delete Exchange File Entry      LWH  Load Web Host File
IFE  Install Exchange File Entry      RI   Reminder Definition Inquiry
IH   Installation History             RP   Repack
Select Action: Next Screen// IFE    Install Exchange File Entry
Enter a list or range of numbers (1-440): 177
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry  
Enter the number that corresponds with your entry **UPDATE\_2\_0\_140 PROGRAM OF GENERAL CAREGIVER SUPPORT SERVICES** (in this example it is entry 177 it will vary by site). The date of the exchange file should be 07/24/2020.

```

Component Category Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 07/24/2020@09:44:41
Package Version: 2.0P46

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-PGCSS VETERAN INTAKE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_140
Non-exchangeable TIU object(s):
-----
TIU Object: PATIENT NAME
Object Method: S X=$$NAME^TIULO(DFN)

+ Enter ?? for more actions >>>
IA Install all Components IS Install Selected Component
Select Action: Next Screen// IA

```

At the **Select Action** prompt, type **IA** for Install all Components and hit enter.  
Select Action: Next Screen// **IA Install all Components**  
You will see several prompts, for all new entries you will choose **I to Install**

**You will be prompted to install the reminder dialog component – You will choose to install all even though some components may have an X to indicate that they exist.**

```

Packed reminder dialog: VA-PGCSS VETERAN INTAKE [NATIONAL DIALOG]
Item Seq. Dialog Findings Type Exists
1 VA-PGCSS VETERAN INTAKE dialog X
2 5 VA-PGCSS VETERAN INTAKE VERSION element X
  Finding: *NONE*
3 10 VA-PGCSS DISCLAIMER element X
  Finding: *NONE*
4 12 VA-PGCSS CONTACT DATE element X
  Finding: *NONE*
5 15 VA-PGCSS IDENTIFIER group X
  Finding: *NONE*
6 15.5 VAL-PGCSS ID FULL NAME element X
  Finding: *NONE*
+ + Next Screen - Prev Screen ?? More Actions
DD Dialog Details DT Dialog Text IS Install Selected
DF Dialog Findings DU Dialog Usage QU Quit
DS Dialog Summary IA Install All
Select Action: Next Screen// IA

```

At the **Select Action** prompt, type **IA** to install the dialog – **VA-PGCSS VETERAN INTAKE**  
 Select Action: Next Screen// **IA Install All**  
 Install reminder dialog and all components with no further changes: Y// **Yes**

Packed reminder dialog: VA-PGCSS VETERAN INTAKE [NATIONAL DIALOG]				
VA-PGCSS VETERAN INTAKE (reminder dialog) installed from exchange file.				
Item	Seq.	Dialog Findings	Type	Exists
1		VA-PGCSS VETERAN INTAKE	dialog	X
2	10	VA-PGCSS DISCLAIMER Finding: *NONE*	element	X
3	20	VA-PGCSS GP CAREGIVER INFO Finding: *NONE*	group	X
4	20.10	VA-PGCSS CAREGIVER NAME Finding: PGCSS CG NAME (HEALTH FACTOR)	element	X
5		PXRM COMMENT	prompt	X
6	20.20	VA-PGCSS CAREGIVER ADDRESS Finding: PGCSS CG ADDRESS (HEALTH FACTOR)	element	X
7		PXRM COMMENT	prompt	X
8	20.30	VA-PGCSS CAREGIVER PHONE Finding: PGCSS CG PHONE (HEALTH FACTOR)	element	X
+ + Next Screen - Prev Screen ?? More Actions				
DD	Dialog Details	DT	Dialog Text	IS Install Selected
DF	Dialog Findings	DU	Dialog Usage	QU Quit
DS	Dialog Summary	IA	Install All	
Select Action: Next Screen// Q				

After completing this dialog install, you will type Q.

Component	Category	Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY		
Date Packed: 07/24/2020@09:44:41		
Package Version: 2.0P46		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-PGCSS VETERAN INTAKE		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_140		
Non-exchangeable TIU object(s):		
-----		
TIU Object: PATIENT NAME		
Object Method: S X=\$\$NAME^TIULO(DFN)		
+ + Next Screen - Prev Screen ?? More Actions >>>		
IA	Install all Components	IS Install Selected Component
Select Action: Next Screen// Q		

You will then be returned to this screen. At the **Select Action** prompt, type **Q**.

Install complete.

## Post Installation

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1. **Make the Dialog able to be attached to a Personal/Shared template and/or progress note title.**

From the Reminders Manager Menu:

Select Reminder Managers Menu Option: **CP CPRS Reminder Configuration**

CA Add/Edit Reminder Categories  
CL CPRS Lookup Categories  
CS CPRS Cover Sheet Reminder List  
MH Mental Health Dialogs Active  
PN Progress Note Headers  
RA Reminder GUI Resolution Active  
**TIU TIU Template Reminder Dialog Parameter**  
DL Default Outside Location  
PT Position Reminder Text at Cursor

Select CPRS Reminder Configuration Option: **TIU TIU Template Reminder Dialog Parameter**

Reminder Dialogs allowed as Templates may be set for the following:

1 User USR [choose from NEW PERSON]  
3 Service SRV [choose from SERVICE/SECTION]  
4 Division DIV [choose from INSTITUTION]  
5 System SYS [NATREM.FO-SLC.MED.VA.GOV]

Enter selection: **5** *Choose the appropriate number for your site. Your site may do this by System or other levels. The example below uses SYSTEM level*

Setting Reminder Dialogs allowed as Templates for System:

Select Display Sequence: **?**

148 VA-VETERANS CHOICE NOTE  
149 VA-TBI SCREENING

*When you type a question mark above, you will see the list of #'s (with dialogs) that are already taken. Choose a number **NOT** on this list. For this example, looking above I see the number 150 is not present, so I will use 150.*

Select Display Sequence: **150**

Are you adding 150 as a new Display Sequence? Yes// **Y YES**

Display Sequence: 150// **<Enter>** 150

Clinical Reminder Dialog: **VA-PGCSS VETERAN INTAKE**

then **<enter>** reminder dialog NATIONAL

OK? Yes// **<Enter>** (Yes)



## 2. Setup of specific Note title.

The note title to create to associate with this template is:  
CSP PGCSS VETERAN INTAKE

You can add this to the document class that your caregiver note titles are in.

VHA Enterprise Standard Title: CAREGIVER CERTIFICATE

Note: Comprehensive information on Creating Document Definitions can be found beginning on page 47 of the [TIU/ASU Implementation Guide](#)

## 3. Associate the new reminder dialog with the note title in CPRS

To do this, go to Template Editor, then Document Titles, select the appropriate folder (if applicable), and choose **New Template** (top right-hand corner).

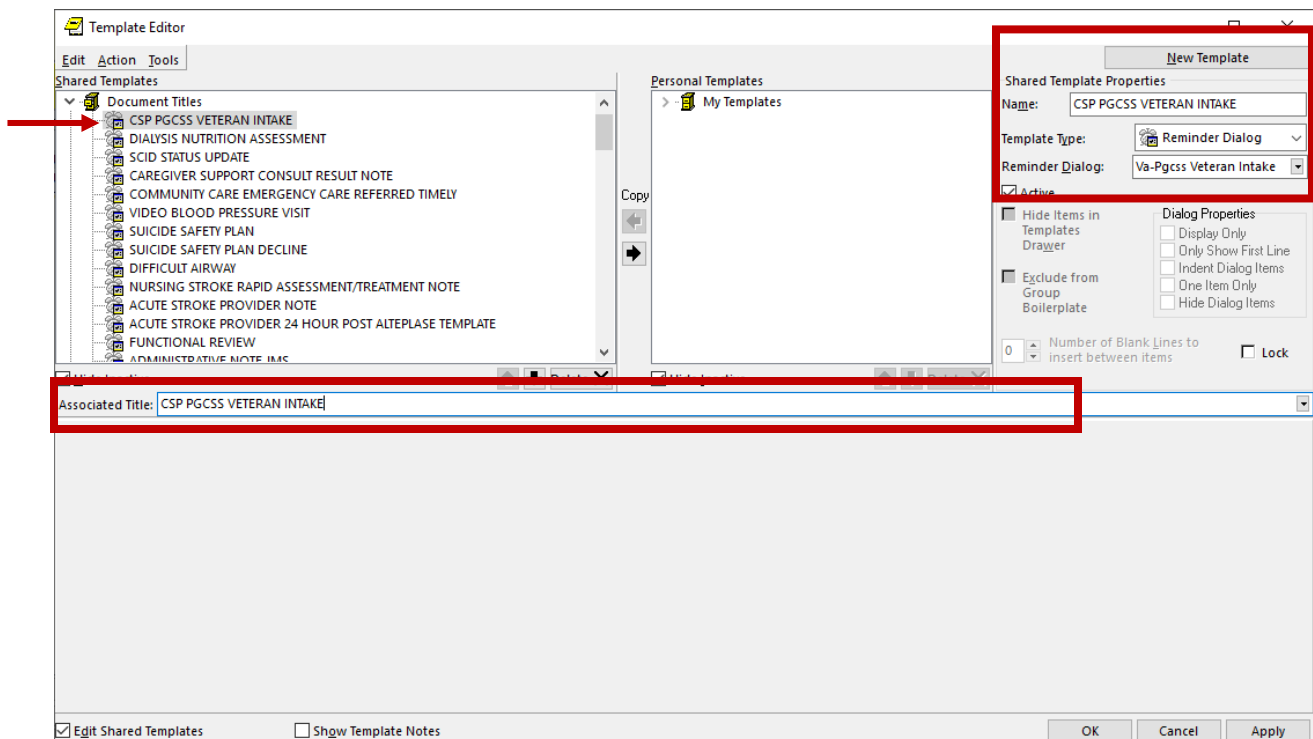
Type in the following information:

Name: **CSP PGCSS VETERAN INTAKE**

Template Type: **Reminder Dialog**

Reminder Dialog: **VA-PGCSS VETERAN INTAKE**

Next, type in the Associated Title, which in this case is **CSP PGCSS VETERAN INTAKE** and hit Apply.



4. Add the appropriate patient data objects to dialog text of the following elements:

VAL-TH VVC TELEPHONE TRIAGE CONTACT PHONE OBJECT

VAL-TH VVC TELEPHONE TRIAGE PATIENT LOCATION HOME

*It is recommended you use a data object that includes the Veteran's home address rather than mailing address if it is available.*

The below elements will have data objects embedded in them, if these objects do not work for your site, please replace the object in the dialog text with a local version.

VAL-PGCSS ID FULL NAME

VAL-PGCSS ID FULL SSN

VAL-PGCSS ID DATE OF BIRTH

**NOTE:** *If there are any questions or problems during the installation, please notify your local IT support to log a national help desk ticket or contact the VA Service Desk and have them submit a national ticket to:*

*Category: Affected Service*

*Affected Service: VistA – CPRS: Clinical Reminders*

*Assignment Group: NTL SUP Clin 2*